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## COMMERCE & TRANSPORT (COMMERCE) DEPARTMENT

### MEMORANDUM

The 31st March 2015

SUBJECT—Self Certification by the applicants at the time of application for availing different services under Commerce & Transport (Commerce) Department.

No. 1964—GEN-III(M)-11/2015-Com.—With a view to simplify the procedures of public delivery, the Government have been pleased to decide that at the time of submission of application to Commerce & Transport (Commerce) Department for the purpose indicated below, henceforth, the applicants will not be required to submit copies of documents attested by Gazetted Officers.

Under the modified provision, applicants will produce self-certified documents wherever required, with a written declaration along with application form. The copy of declaration format of self certification is annexed at Annexure-A (English/Odiya).

1. Application for admission in the school of printing and allied trades under the Directorate of Printing, Stationery & Publication, Odisha, Cuttack.
2. Application for 10 months regular course and 3 months regular course under Principal, Crew Training Institute, Chandabali, Bhadrak.
3. All required documents regarding issue of Certificate of Competency Examination for Engine Driver, Inland Engineer, 1 st Class Master, 2nd Class Master, Serang under Executive Engineer, Ports and IWT, Mechanical Division, Cuttack.
4. All required documents for Registration and Renewal of Boats under Executive Engineer, Ports & IWT, Mechanical Division, Cuttack.

In all the above cases, original documents would be required for verification at the approval stage.

In case of concealment or mis-representation or wrong self certification, legal action as deemed proper shall be taken under the relevant Rules.

Necessary rules, regulations, guidelines/application form are to be amended accordingly.

S. RASTOGI

Commissioner-*cum*-Secretary to Government

## ANNEXURE-A

(A) Self declaration for getting services from Govt. Directorates of Commerce & Transport (Commerce) Department.

I \_\_\_\_\_ Son/Daughter/Husband/Wife  
of \_\_\_\_\_ Age \_\_\_\_\_ year \_\_\_\_\_  
resident of \_\_\_\_\_ District \_\_\_\_\_, Odisha hereby declare that the  
information given above and in the enclosed documents is true to the best of my knowledge and  
belief and nothing has been concealed thereon. I am well aware of the fact that if the information  
given by me is proved false/not true, I will have to face the punishment as per the law. Also all the  
benefits availed by me shall be summarily withdrawn/rejected.

Date \_\_\_\_\_

Signature of the applicant

Place \_\_\_\_\_

(କ) ବାଣିଜ୍ୟ ଓ ପରିବହନ (ବାଣିଜ୍ୟ) ବିଭାଗ କିମ୍ବା ଏହା ଅଧିନରେ ଥିବା ନିର୍ଦ୍ଦେଶାଳୟମାନଙ୍କ ଠାରୁ ସେବା ପ୍ରାପ୍ତି ନିମନ୍ତେ  
ଆବଶ୍ୟକ ଘୋଷଣା ପତ୍ର ।

ମୁଁ \_\_\_\_\_ ପୁଅ/ଝିଅ/ସ୍ବାମୀ/ସ୍ତ୍ରୀ \_\_\_\_\_  
ବୟସ \_\_\_\_\_ ବର୍ଷ \_\_\_\_\_ ବାସସ୍ଥାନ \_\_\_\_\_ ଜିଲ୍ଲା \_\_\_\_\_, ଓଡ଼ିଶା  
ଏତଦ୍ବାରା ଘୋଷଣା କରୁଅଛି ଯେ, ଉପରଲିଖିତ ସମସ୍ତ ସୂଚନା ଏବଂ ସଂଲଗ୍ନ ଦସ୍ତାବିଜ ମୋର ଜ୍ଞାତସାରରେ ସତ୍ୟ ଅଟେ ଏବଂ  
କୌଣସି ତଥ୍ୟ ଏଥିରେ ଗୋପନ ରଖାଯାଇନାହିଁ । ମୁଁ ଭଲଭାବେ ଅବଗତ ଯେ, ଯଦି ମୋ ଦ୍ବାରା ପ୍ରଦତ୍ତ କୌଣସି ତଥ୍ୟ ଅସତ୍ୟ କିମ୍ବା  
ମିଥ୍ୟା ପ୍ରମାଣିତ ହୁଏ ତେବେ ମୁଁ ଆଜ୍ଞାନ ଅନୁଯାୟୀ ଦଣ୍ଡନୀୟ ହେବି ଓ ପ୍ରଦାନ କରାଯାଇଥିବା ସେବା ବା ସୁବିଧାକୁ ମୋଠାରୁ ସମ୍ପୂର୍ଣ୍ଣ  
ଭାବେ ପ୍ରତ୍ୟାହାର/ନାକତ କରାଯିବ ।

ତାରିଖ \_\_\_\_\_

ଆବେଦନକାରୀଙ୍କ ସ୍ବାକ୍ଷର

ସ୍ଥାନ \_\_\_\_\_